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Breakfast Production Record School:	d Date	e:		Year:		Attachme	nt K-1: 2006-07
Planned # of Student Breakfasts Adult Breakfasts			OITIONAL or MEAL PAT ed # Portions	TERN			us Serve No
Menu	Cooking Temp/ Time *		Planned for 2	# Planne 7-12 (O 			
						Seconds or A la Carte Items Sold from the Main Line	
						Yes	No
* Record highest temperature on potentially hawith Corrective Action documented on the Corrective Action documented actions are actions as a second document of the Corrective Action documented actions as a second document of the Corrective Action documented actions as a second document of the Corrective Action documented actions as a second document of the Corrective Action documented action documented actions as a second documented action documented action documented actions as a second documented action documented action documented actions as a second documented action documented	zardous foods and th	ne time it was to	aken. Temperatures Log.	in violation mus	st be circl	ed	
Food Items Used and Form	Indicate School Recip Product Brand/ Commodi	e if: e (SR) <i>or</i> 'Number <i>or</i>	Total Amount Record Number or Pou	er of Servings Seco		umber of nds/A la Carte Sold	Amount Leftover
Meat/Meat Alternate							
Fruits/Vegetables							

_Students + ____Adults + ___Food Service Staff = ____Actual Count of Meals Served

School:	Date:			Year:			
Planned Number of:			ENHANC	CED MEAL F	PATTERN	Offer Versus Se	
Student Lunches			Planned	# Portions/Se	rvina Size	Yes N	
Adult Lunches						Grades:	
Menu	Coo Ten Tim		# Planned for K-6	# Planned for 7-12	# Planned for K-3(Opt)	Seconds/A la C Sold from the N Yes N	/lain Line
						PER STUDENT # of Grain/Bread (Minimum of 1 so Today K-6 7-12	Servings erving per day So far this we
						K-3 (opt)	
						# of Meat/Meat A (Minimum of 1 o	Iternate Ounc unce per day) So far this we
* Record highest cooking temperature on pormust be circled with Corrective Action docu	otentially haza umented on th	rdous fo e <i>Cookii</i>	ods and the time it ng and Reheating 1	was taken. Tempe <i>Femperature Log.</i>	ratures in violation		
Food Items Used and For		Scho Produc	Indicate if: ool Recipe (SR) <i>or</i> ot Brand/Number of commodity (C)	Total Amo	ount Prepared: nber of Servings Pounds	Number of Seconds / A la Carte Items Sold	Amount Leftover
Meat/Meat Alternate							
Fruits/Vegetables							
Grains/Breads							
Milk							
Other (e.g. margarine, condiments)							
Students + A	Adults +	······································	Food Service	Staff =	Actu	ual Count of Mea	ls Served

School:

Multi-Day Food/Condiment Bar Production Record

This production record is designed for schools that have an ongoing food/salad bar. It can also be used to track condiments. Write in items used routinely before copying the form. The "Total Amount Used" column is for nutrient analysis and costing.

Fotal # Served	ene med en medica del PP del PP e	Total Amount Used	47 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$				AAAA				
		Left- overs									
Friday		ed during the n and calculate the boxes er of the box the box.									
Thursday		On Monday, record the total amount of all foods prepared. As foods are added during the week, record the amount. On Friday, record the leftover amount of each item and calculate the total for the week. Please note: For potentially hazardous foods, split the boxes diagonally as needed. Record the "Amount" in the upper left-hand corner of the box and the "Temperature" when set out in the bottom right-hand corner of the box.									
Wednesday		of all foods prepare record the leftover a or potentially haza 'Amount'' in the up ut in the bottom rig									
Tuesday		d the total amount of the total on Friday, sek. Please note: Faded. Record the "ature" when set or									
Monday		On Monday, recor week, record the ϵ the total for the we diagonally as net and the "Temper									
	ſſ	Unit of Weight or Volume or # of Servings									
Year:	Record Daily Participation: E (K-6) H (7-12) A (Aduit) ⇔	Indicate if: School Recipe (SR) or Product Brand/Number or Commodity (C)									
Week of:	Record Daily Participat	Food Items Used and Form									

Single-Day	Food	Bar	Production	Record
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SCHOOL		

This production record is designed for schools that have food bars on occasion such as a potato bar, salad bar, pasta bar, etc. If you repeat this bar often, write in the items you routinely use prior to copying this form and reuse it as needed.

Date:	Year	*	Planned F	Participation:	
			•	E (K-6) H (7-1:	 A (Adult
Food Items Use	ed and Form	Cooking Temp/ Time *	Indicate if: School Recipe (SR) <i>or</i> Product Brand/Number <i>or</i> Commodity (C)	Total Amount Prepared: Record Number of Servings <i>or</i> Pounds	Amount Leftover

Record highest cooking tell documented on the Cooking	mperature on potent ng and Reheating Te	ially hazardous fo mperature Log.		eratures in violation must be circled with C	orrective Action
Students +	Adults + _	Food	Service Staff = Actu	al Count of Meals Served	

N (for u	Meal Delivery Ticket (for use with multiple portion sizes)	icket ion sizes)	Condiments Used: Food Item(s)	Amount Used
Site:				
Date:				
Number of Meals Ordered	K-6	7-12	Head	
Students				THE RESIDENCE OF THE PARTY OF T
Adults			Other Foods Used (not sen Food Item(s)	Other Foods Used (not sent by the delivery kitchen that day): Food Item(s)
Totals				and an analysis of the second
Temp at	Menu	Portion Size		
Time *		K-6 7-12		**************************************
			Mik Recipe List Kinds	List Percent OR Actual Counts
* Record temperatures of pote violation must be circled with	entially hazardous foods at s Corrective Action documents	* Record temperatures of potentially hazardous foods at serving time. Temperatures in violation must be circled with Corrective Action documented on the Receiving Log.		
Initial for Receipt of Delivery:)elivery:			

Save Time and Effort with a Milk Recipe

A milk recipe is a real time and effort saver when it comes to filling out daily Production Records. If you take the time to create one, it is not necessary to count cartons of milk daily yet you will have provided all the information needed to do a nutrient analysis of your district's menus. You may combine breakfast and lunch milk for this purpose.

Do this once at the beginning of each school year, by building. Here is how to do it:

- Physically count each kind of milk offered for five days OR review invoices for several milk purchases.
- 2. Record the number of cartons of each kind

- served on those days (or purchased on the invoices).
- 3. Add up the individual days to determine the 'total' of each kind of milk.
- 4. Add up the total of each kind to get the 'grand total' of milk served.
- 5. Calculate the 'percent' of each kind of milk served during those days or on those invoices.
- Write the 'kinds of milk' offered and the 'percentages' of each kind on a blank master copy of the production record before making copies.
- 7. Keep the worksheet in with your daily production records so it is available for review.

Example:

Milk Recipe Worksheet

Kind	Day 1 or Invoice 1	Day 2 or Invoice 2	Day 3 or Invoice 3	Day 4 or Invoice 4	Day 5 or Invoice 5	Total	Percentage %
1% white	15	13	11	16	12	67	67 ÷ 689 = 10%
skim white	5	5	4	8	6	28	28 ÷ 689 = 4%
skim choc.	111	121	113	133	116	594	594 ÷ 689 = 86%

Grand Total of Milk Sold or Purchased =

689

100%

Note: The percentages of each kind of milk need to add up to 100%.

The daily Production Record would look like this:

1. Food Form	I Items Used and	2. Recipe Number / # Servings or Product Name & # / Commodity	3. Total Amount Prepared	4. Estimated Amount Leftover
Milk	1% white skim skim chocolate	8 oz. carton Dairy Best	10% 4% 86%	

For you to copy and use:

Year: Milk Recipe Worksheet

Kind	Day 1 or Invoice 1	Day 2 or Invoice 2	Day 3 or Invoice 3	Day 4 or Invoice 4	Day 5 or Invoice 5	Total	Percentage %
							%
		***************************************					%
							%

Grand Total of Milk Sold or Purchased

100%

Note: The percentages of each kind of milk need to add up to 100%.

STANDARDIZED RECIPE FORM

Recipe Name:				Recipe No:	No:
Ingredients	For	Servings	ForS	Servings	Directions
	Weight	Measure	Weight	Measure	- LA ALLEMAN AND AND AND AND AND AND AND AND AND A
			·		
Serving Size for Grades:Serving Size for Grades:	(S)	(unit: (unit:	(unit: cup, fl oz, each) (unit: cup, fl oz, each)	Serving Utensil:	sil:
Total Yield for (# servir	(# servings recipe makes) is:	<u>is:</u>	(number)	(unit: lbs, g	(unit: lbs, gal, OR # pans and # servings/pan)
Grades Meal Pattern Contribution: Meal Pattern Contribution:	Σ	leat/Meat Alternate		Grains/Breads oz = g/b serving(s) oz = g/b serving(s)	Fruit/Vegetable (s)cup (s)

STANDARDIZED RECIPE FORM

Recipe Name:			***************************************	Ä.	Recipe No:		
Ingredients	For	Servings	For	Servings		Directions	
- delensation of the second of	Weight	Measure	Weight	Measure			
- Annotation of the Control of the C	A CANADA						
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- THE STATE OF THE	A A A A A A A A A A A A A A A A A A A						
Serving Size for Grades: Serving Size for Grades:	S! S! S!	(unit:	(unit: cup, fl oz, each) (unit: cup, fl oz, each)		Serving Utensil:		
Total Yield for(#	(# servings recipe makes) is:	ss) is:	(number)	(unit	lbs, gal, OR # par	(unit: lbs, gal, OR # pans and # servings/pan)	
Meal Pattern Contribution:	Grades Me	Meat/Meat Alternate	****	/Breads	g/b serving(s)	Fruit/Vegetablecupcup	

Menu Item	Recipe	Portion Size (one, 1/24 sheet	Weight (of one	Meal Pattern Contribution		
	Number or Brand	pan, 2x2x2, etc)	portion in ounces)	# Servings Grains/Breads Cups Fruit/Veg	Cups Fruit/Veg	Ounces Meat/Al
			den style st			
					·	

Page 1 of 1

Menu Planning - Calendar Style

School:		ricina rigining - Calcinaai Scyle	Date:	Year:
Monday Date:	Tuesday Date:	Wed. Date:	Thursday Date:	Friday Date:
Milk	Milk	Milk	Milk	Milk
Meat/Mt. Alt. oz	Meat/Mt. Alt. oz	Meat/Mt. Alt. oz	Meat/Mt. Alt. oz	Meat/Mt. Alt. oz
Gr/Breads servings	Gr/Breads servings	Gr/Breads servings	Gr/Breads servings	Gr/Breads servings
riury veg. cups	1 I uly veg. cups	I laid vegi caps	1 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	
Required: Meat/Meat Alterna Gr/Breads: 1 serv. 2 Fruit/Veg.¾ cup	Required: Meat/Meat Alternate: Minimum of 1 ounce per day, 10 oz in 5 day week Gr/Breads: 1 serving per day, 12/week for K-6, 15/week for 7-12 2 Fruit/Veg.¾ cup total/day+ extra ½ cup for K-6, 1 cup total/day for 7-12	10 oz in 5 day week week for 7-12 1 cup total/day for 7-12	Weekly Meat/Mt Alt. = 10tal Weekly Gr/Breads = Total Extra Fruit/Veg. for Week = Extra	= lotal of ounces = Total of servings k = Extra cups
Monday Date:	Tuesday Date:	Wed. Date:	Thursday Date:	Friday Date:
M Mik	Milk	X ***	XIII	Milk
Meat/Mt. Alt. oz	Meat/Mt. Alt. oz	Meat/Mt. Alt. oz	Meat/Mt. Alt. oz	Meat/Mt. Alt. oz
Gr/Breads servings	Gr/Breads servings	Gr/Breads servings	Gr/Breads servings	Gr/Breads servings
Fruit/Veg. cups	Fruit/Veg. cups	Fruit/Veg. cups	Fruit/Veg. cups	cnbs
			Weekly Meat/Mt. Alt. Weekly Gr/Breads	= Total of ounces = Total of servings
This form is optional.			Extra Fruit/Veg. for Week	= Extra